

Neurocritical Care Fellowship
Eligibility Criteria and Application Process

The Department of Critical Care Medicine (DCCM) regularly invites and accepts applications for the position of Neurocritical Care (NCC) Fellow. Both Canadian medical graduates (CMG) and international medical graduates (IMG) are encouraged to apply, however **all corresponding eligibility criteria must be met prior to any application**. In addition, **all application processes must be completed within the specified timeframe**.

Eligibility Criteria

<u>Canadian Medical Graduates</u>	<u>International Medical Graduates</u>
- Successful completion of Canadian adult critical care medicine (CCM) specialty training prior to fellowship commencement. - While the program recognizes that NCC takes many forms within Canada, due to concerns raised by the Royal College of Physicians and Surgeons of Canada (RCPSC) that subspecialty ICU fellowships must be completed after general CCM training, we do NOT accept CMG applicants without this training (e.g. neurology residents or stroke fellows seeking NCC fellowship training without prior CCM training). - Applicants with CCM training, regardless of preceding base specialty will be considered including but not limited to neurology, neurosurgery, internal medicine and subspecialties, emergency medicine, general surgery, etc. so long as they can provide a written letter explaining their interest in NCC and related career goals (see application process below). - Adult CCM fellows may apply during their CCM training, so long as they have completed their training prior to fellowship commencement and can provide a letter from their current program director confirming they are in good standing within their current CCM training program and progressing as expected toward successful completion (see application process below). - Completion of the RCPSC CCM examination is not required prior to fellowship commencement. However successful completion of	- Successful completion of residency training that may or may not include general critical care medicine training. - The program will consider both applicants with critical care training AND those without, so long as they can provide a letter explaining their interest in NCC and career goals including how they will be involved in the management of NCC patients at their future institution (e.g. open neuro-ICUs that rely on neurologists involvement in the management of patients). - Eligible for a work permit issued by Immigration, Refugees and Citizenship Canada (IRCC). https://www.canada.ca/en/immigration-refugees-citizenship/services/work-canada.html - Meet all requirements of the College of Physicians and Surgeons of Alberta (CPSA) for licensure/registration within the province of Alberta https://cpsa.ca/physicians/registration/apply-for-postgraduate-training-in-alberta/ including: - A medical degree acceptable for licensing/registration as verified through physiciansapply.ca www.physiciansapply.ca - Completion of the proper English Language Proficiency (ELP) Test within 24 months of registration https://cpsa.ca/physicians/registration/english-language-proficiency/

this exam will be considered during the fellow's initial probationary period. 2. Eligible for licensure in the province of Alberta through the College of Physicians and Surgeon of Alberta (CPSA) https://cpsa.ca/physicians/registration/apply-for-registration/ 3. Eligible for liability protection through the Canadian Medical Protection Agency (CMPA) or via a policy that provides coverage for at least 10 million issued by a company licensed to carry out business in the province of Alberta. https://www.cmpa-acpm.ca/en/home	• A criminal record check or police certificate from every jurisdiction you have ever lived (90+ days) within 10 years of your CPSA application dating back to your 18th birthday. https://www.canada.ca/en/immigration-refugees-citizenship/services/application/medical-police/police-certificates/how.html 4. Eligible for liability protection through the Canadian Medical Protection Agency (CMPA) or via a policy that provides coverage for at least 10 million issued by a company licensed to carry on business in the province of Alberta. https://www.cmpa-acpm.ca/en/home <u>Special considerations for US Medical Graduates</u> • The program will accept US medical graduates who have completed an ACGME-accredited two year critical care medicine program (for internal medicine graduates), one year critical care medicine program (for subspecialty program graduates), or a combined pulmonary and critical care medicine training program in pulmonary critical care training and who are board certified by the corresponding board for their qualifying base specialty (e.g. internal medicine and or subspecialty, emergency medicine, etc), so long as they can provide a written letter explaining their interest in NCC and related career goals (see application process below). • US Medical Graduates should be aware that ○ This fellowship does NOT provide a route of entry into Canadian CCM training or employment, and applicants are encouraged to confirm with their future institution that this NCC training would be sufficient for their practice. ○ They are required to meet eligibility criteria 2-4 above.
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NOTE: While self-obtained funding/support is NOT an eligibility requirement for this fellowship, applicants are strongly encouraged to seek out avenues of funding to help with ensuring their minimum fellowship salary. Any fellow with a sponsoring agency MUST contact University of Calgary (UofC) post graduate medical education (PGME) office to confirm an Educational Contractual Agreement is in place with the sponsoring agency and UofC prior to applying. See separate funding policy for details.

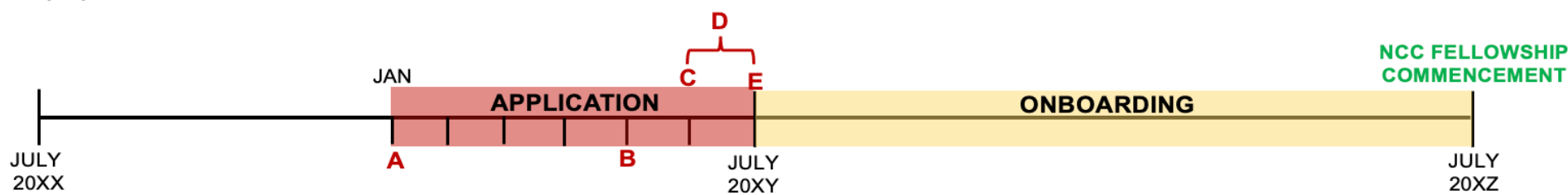
Application Process and Timeline

The NCC fellowship program accepts applications no earlier than 2 years in advance of the desired fellowship start date (July of each year). Applicants must abide by all deadlines as outlined in the below figure and table.

<u>Canadian Medical Graduates</u>	<u>International Medical Graduates</u>
All applicants MUST confirm their eligibility prior to applying (see above). The NCC fellowship program administrator and director remain available to answer questions potential applicants may have with regards to eligibility (contact information below) and or potential funding.	
- CMG applicants must email their application package including: - Letter of application outlining their: - Training and academic accomplishments to date - Interest in NCC - Career goals pertaining to NCC - Specific clinical and/or research objectives for their fellowship as well as desired duration (1- or 2-year fellowship) - Curriculum Vitae - Reference letter from their past/current CCM program director confirming either successful completion of their past CCM training or that they are in good standing within their current CCM training program and progressing as expected toward successful completion respectively. This letter should also attest to the applicants clinical and other professional attributes. - Names and contact information for two additional referees and - Adult critical care certification/examination results if available. - Any CMG applicant who has a sponsoring agency (see separate funding policy document for more details) MUST email the above application to the University of Calgary (UofC) postgraduate medical education office (PGME) and cc the NCC program director and director (contact information below) by timepoint A. The PGME must first confirm an Educational Contractual Agreement is in place with the sponsoring agency prior to the remainder of the application process commencing.	- IMG applicants must email their application package including: - Letter of application outlining their: - Training and academic accomplishments to date - Interest in NCC - Career goals pertaining to NCC - Specific clinical and/or research objectives for their fellowship as well as desired duration (1- or 2- year fellowship) - Curriculum Vitae 3 reference letters - For those applicants that are still in training, 1 reference letter must be from your current program director. - For those applicants that in practice as independent physicians, 1 reference letter must be from your current department head. - Copies of their medical degrees translated into English and notarized. - Proof of ELP in accordance with CPSA requirements as above - Any IMG applicant who has a sponsoring agency (see separate funding policy document for more details) MUST email the above application to the University of Calgary (UofC) post graduate medical education office (PGME) and cc the NCC program director and director (contact information below) by timepoint A. The PGME must first confirm an Educational Contractual Agreement is in place with the sponsoring agency prior to the remainder of the application process commencing. - Any IMG applicants without a sponsoring agency is to email their application to the NCC program administrator and director (contact information below) by timepoint B.

- Any CMG applicant without a sponsoring agency is to email their application to the NCC program administrator and director (contact information below) by timepoint B.
- All written applications will be reviewed by the fellowship training committee, and applicants selected for an interview will be notified by timepoint C.
- Interviews will be conducted online during timepoint D.
- Successful applicants will be notified and issued a letter of intent by timepoint E.
- NOTE: This letter does NOT officially confirm the fellowship but provides an initial offer while the final approvals take place. Once final approvals are received by UofC PGME you will receive an official letter of offer from the UofC PGME.

Timeline



- January 1st (18mths preceding proposed start date): Deadline for sponsored applicants to submit their written application to PGME and the NCC fellowship program. This allows time for PGME to ensure an Educational Contractual Agreement is in place with the sponsoring agency.
- May 1st (14mths preceding proposed start date): Deadline for all other applicants to submit their written application to the NCC fellowship program
- June 1st (13mths preceding proposed start date): Applicants selected for an interview will be notified no later than this timepoint.
- June - July: Applicant interviews will occur online during this time
- July 1st (12mths preceding proposed start date): Successful applicants will be notified via a letter of intent no later than this timepoint.

Important Contacts

- Department of Critical Care Medicine Neurocritical Care
 - Program Director
 - Dr. Julie Kromm: julie.kromm@ucalgary.ca
 - Program Administrator
 - Ish Bains: Ish.Bains@albertahealthservices.ca
- University of Calgary Post Graduate Medical Education Office
 - Fellowship Coordinator
 - Ms. Liz Mauro: emauro@ucalgary.ca
 - Manager, Administrative & Registration
 - Karen Fedato: kfedato@ucalgary.ca
 - Confirms educational contract agreement between sponsor agencies and UofC.